

9 September 1965

MEMO FOR THE RECORD

SUBJECT: Factbook Meeting

PRESENT: [REDACTED]

25X1A9a

1. Changes in format, held to a minimum in the fall issue of the Factbook, will be carefully considered for subsequent editions.

a. Improvement in the maps is desired, but the immediate change will probably be confined to substituting a circle around small countries for the curved arrow pointing thereto.

b. Some explanation of terms may be added at the end of the Table of Contents, including definitions of literacy rate, labor force, and perhaps Gross Domestic Product; with the expectation that items differing therefrom will be individually clarified where they appear.

c. DIA will be asked to consider the feasibility of adding to LAND the percentage of plains, hills, and mountains to make more understandable the other data on land utilization. The percentage of inland water provided in many of the previous country briefs will be sought for in all as appropriate. The possibility of adding data on pipelines to the transportation item under COMMUNICATIONS will be discussed with the DIA contributor.

25X1A9a 2. [REDACTED] explained the present allocations of responsibility for Factbook contributions within the Intelligence Community - OCI, ORR, and DIA. In order to assure efficient handling of Factbook changes, [REDACTED] requested from Editorial a completely annotated marked-up copy of the Factbook for use with the flexowriter.

25X1A9a

25X1A9a 3. Each Branch of ED will submit a single, annotated copy of the Factbook to the Regional Branch by Monday, 27 September. [REDACTED] assisted in particular by [REDACTED], will coordinate the current revision -- under policy guidance of [REDACTED]. All annotations will be made in one or more of the following three forms:

25X1A9a

X

1990

12/8/80

Factbook meeting

9 September 1965

X

a. By ruled-out deletion of incorrect material and insertion (above, as neatly as in normal final editing) of the suggested correction.

b. By inserting conflicting data, for the responsible contributors to choose among, with a question mark after the data in question.

Factbook meeting

9 September 1965

a. By ruled-out deletion of incorrect material and insertion (above, as neatly as in normal final editing) of the suggested correction.

b. By inserting conflicting data, for the responsible contributors to choose among, with a question mark after the data in question.

c. By "stripping" in or stapling in any longer changes suggested or background reasoning helpful to Factbook contributors and editors.

4. Additional clerical assistance will be required to collate the changes from DIA, OCI, and ORR when the final review and coordination is undertaken in ED, in preparation of the final master copy for use by PD. This additional clerical assistance will have to be obtained by relieving ED personnel of their duties, or resorting to some form of overtime to ED and PD personnel.

5. This initiates a series of meeting on the NIS Factbook hoping to develop efficient procedures and greater community coordination. The next meeting is to be with representatives of OCI and ORR.

*DIA,*

25X1A9a

DD/OBI

**Distribution:**

O - Fctbk file  
1 - D/OBI  
1 - ED/BI  
1 - PD/BI  
1 - chrono